



ANDREW M. CUOMO
Governor

KEITH M. CORLETT
First Deputy
Superintendent

April 22, 2019

Via E-Mail: 71370-42815262@requests.muckrock.com

Ms. Leila Young
MuckRock News
DEPT MR 71370
411a Highland Avenue
Somerville, Massachusetts 02144

Dear Ms. Young:

Reference is made to your Freedom of Information Law request received via e-mail on April 4, 2019, seeking copies of emails and attachments sent or received from December 1, 2018, to the date of your request, either sent to or received by an email address ending in "@adl.org" and containing one or more of the various terms and phrases identified in your request.

Your request does not reasonably describe the records you are seeking as required by Public Officers Law § 89(3). In order for a request to be reasonably described the request should, to the extent practicable, include parameters such as: the names or roles of custodians whose emails are to be searched, and the names of external parties.

Please note that whether a request is reasonably described may be dependent upon the nature of an agency's filing or record keeping system and agency employees are not required to engage in herculean or unreasonable efforts to locate records. See Konigsberg v. Coughlin, 68 N.Y.2d 245 (N.Y. 1986) and the NYS Committee on Open Government's FOIL Advisory Opinions 18949 and 18863. The Committee on Open Government has explained that "a request for 'all' records, without limitation, that include a certain name, for example, might not be found to reasonably describe the records." (COOG AO-18949 (Aug. 20, 2012)).

This agency employs thousands of individuals and the broad scope of your request does not sufficiently identify the types of records sought to enable us to conduct a search and locate responsive records. Accordingly, additional information is needed in order to conduct a reasonable search for responsive records

Pursuant to Public Officers Law § 89(4)(a), any person denied access to a record may appeal that determination within thirty days. Any appeals must be in writing and mailed to the Records Appeal Officer, Administration, at the below address.

Sincerely,

Major Frank Keyser
Records Access Officer
Central Records Bureau

19-0407